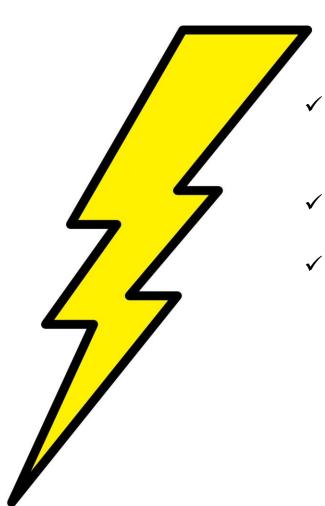
Communication: Advice and Tools





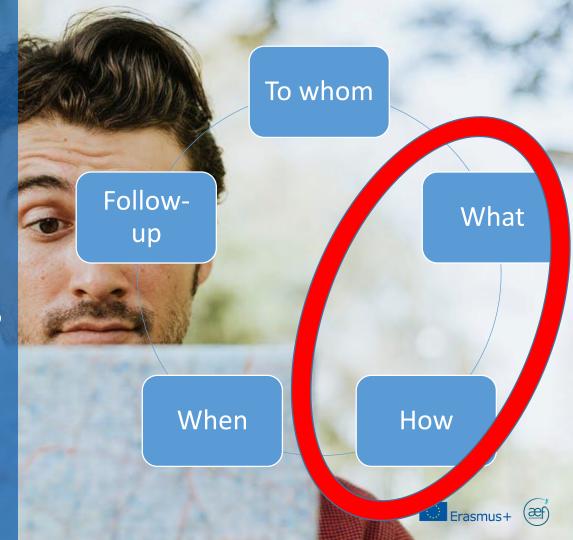
✓ SPEED Dating: 3 minutes / Who are you / How are you?

✓ Who am I?

✓ SMART Energiser

COMMUNICATING IN ERASMUS+

What is expected?













White

What are the TOOLS you use

How do you use them?
What Subject /

Content with

which tool?

Square
What are the
rules for a good
project meeting
?

How to facilitate a Meeting?

FLOWER

To
Communicate
better we need
to ...

TREE

What I don't like in our ways to communicate is...

CLOUD

to use Web meetings (skype / zoom etc...)
Facilitation tips...





My Advice

TOOLS:

- Not too many.
- Define the rules in advance (that tool for that type of communication)
- The lean star up principle (don't be perfect immediatly, but become perfect)

MAILS:

- As little as possible.
- Instead use a shared spaces.
- Use Doodle for Invites
- Accept criticism on the way you use a tool.

MEETINGS: SHORT!!! The right people and no computers

WEBINAR MEETINGS: Interactivity is the key. Use the Chat box / Use the white board etc... Don't ask at random, ask precise people... (Avoid conference calls instead Use tools such as ZOOM or skype for Business etc)



